

U.S. Department of Energy

OAK RIDGE OPERATIONS OFFICE

ANNOUNCEMENT

OR A 3800

November 3, 1998

SUBJECT: THRIFT SAVINGS PLAN OPEN SEASON

The Open Season for the Thrift Savings Plan (TSP) begins November 15, 1998, and runs through January 31, 1999. If you are covered by the Federal Employees Retirement System (FERS), the Civil Service Retirement System (CSRS), or the CSRS Offset System, and entered on duty prior to July 1, 1997, you are eligible to participate in the TSP during this Open Season. Eligible employees who want to participate, as well as those who want to change or discontinue their contributions and/or allocations, should contact the Personnel and Management Analysis Branch (PMAB), FOB, Room 1221, for the necessary forms. Office of Scientific and Technical Information (OSTI) employees may pick up their forms in Room 508 at OSTI.

The TSP is an integral part of your retirement benefits, particularly for employees covered under FERS. The earlier you begin to make contributions to the TSP, the more money you will have at the time of retirement. You are reminded that contributions to the TSP are tax deferred. Not only do you postpone paying taxes on your contributions to your TSP account, the earnings on your account are also tax deferred. This means that you do not have to pay taxes on your TSP account earnings until you receive the money, thereby keeping more money invested and working for you.

The limit placed on contributions to the TSP by the Internal Revenue Service is currently \$9,500. FERS employees whose salary exceeds \$95,000 per year should keep this limit in mind when deciding on the amount to contribute to their TSP account each pay period. FERS employees will only receive agency matching contributions on the first 5 percent of their basic pay that they contribute each pay period, and employees who reach their annual limit before the end of the year will have their contributions and the agency matching contributions stopped. As a result, these employees will not receive the full amount of agency matching contributions which they would have received if their own contributions had been slightly less each pay period, but had continued over every pay period throughout the year.

You may stop your TSP contributions at any time. If you discontinue your contributions during an Open Season, you may resume your contributions during the next Open Season. If, however, you choose to discontinue your contributions outside an Open Season, you must skip one Open Season before you can resume your contributions.

The Personnel and Management Analysis Branch has brochures and pamphlets which describe various options related to the TSP available for interested employees. For employees who have Internet access, TSP has a website regarding open season and other pertinent information. The address is <http://www.tsp.gov>. Questions regarding TSP contributions should be directed to your Personnel Staffing Specialist or Personnel Management Specialist.

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